



**Grampound with Creed War Memorial
Recreation Ground and Public Hall**

**Minutes of the Trustees meeting held on Wednesday
16 May 2018**

| AGENDA ITEM | Action |
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| <p>Present: Kay Chapman, Helen Bunt, Sarah Daniel, Bob Egerton, Simon Fann, Richard Pryor, Alison Ryves, Mark Taylor and Annette Egerton (taking minutes)</p> | |
| <p>1. Apologies for absence – Catherine Evans, Dean Jenkins and Richard Kitson</p> | |
| <p>2. The meeting was welcomed by Chair – Kay Chapman Minutes of the last meeting: Minutes agreed and no matters arising.</p> | |
| <p>3. Financial Report MT: MT previously emailed a financial report to Trustees and reported that the finances were going well and the school has paid money in that is due. £3k had been received from Grantscape which was last year's award which has already been spent and £5k has recently been allocated from Grantscape for the year ahead. The utilities provider has recently changed and so the payments are ahead of schedule but overall it should be similar to last year. KC said that a change in bank signatories from VL to herself was almost completed.</p> | KC |
| <p>4. Hall Report SF: SF reported that the recent production of Ministry of Biscuits had been well received and a future production of Eloise Tregeagle with music and storytelling is taking place on Saturday 23th June. SF advised that the new stage lighting is working well and Saturday's production used both old and new. However, the EU is proposing in its eco-design working plan 2016-2019 to bring stage lighting under the same rules that govern domestic, office and industrial lighting. From September 2020 they propose to allow only light sources that meet a notional efficiency target. Hopefully, LED will be compliant but as yet we do not know. There is a consultation period and all the large theatres and concert venues are campaigning against the proposal. SF reported that the Parish's Community Celebration went well and he felt that he and KC gave a fair reflection of the Hall's activities. SF said a Vegan Market was starting on the first Saturday of next month and the organiser was running it as a business and as such it would be a straight hall hire with no involvement from the Trustees. This will continue on the first Saturday of each month except September when it is the carnival and December.</p> | |
| <p>5. Administration SF said that his questions to the Information Commissioner's Office regarding General Data Protection Regulations had not been addressed. However, from the emails sent to those who attend shows some 37 had not responded and it is unlikely they are regular attendees. HB has also emailed film club members seeking their response. The hall is now GDPR ready and there is no need to take further action. Legionella Testing. Nothing has been heard from DJ regarding his friend, Dave Robertson's Method Statement. AE to follow up. Grantscape Bid: BE said that he had expected Grantscape to inform applicants of the date of</p> | AE |

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| <p>the funding meeting, however, he apologised for not making sure that had taken place and he only became aware of the omission shortly before the meeting took place. Whilst he spoke to the carnival committee chair and the Heritage Centre had contacted him he had still assumed the Village Hall was aware of the meeting. It was at the meeting that he realised the mistake and phoned HB who he thought was speaking on behalf of the bid which was not the case. Unable to raise the treasurer he phoned KC who then attended the meeting. BE apologised for the late phone call which he realised was inconvenient. KC said that the hall was awarded £5k which was a bit lower than the original bid. Two smaller bids received the full amount but the hall and the church shared the remainder of the money. KC also said that it was mentioned that the village hall had successful bids in the past and she countered the argument with the number of people from the village who are regular hall users. HB said the money would be spent on improved lighting in the foyer, changing rooms and toilets as well as a time switch for the outside lights. SF said he had phoned a specialist in York regarding parts for the raked seating. It was important to keep the seating in good repair as it was such an asset to the hall. As yet the company had not come back and so Simon will follow this up.</p> | SF |
| <p>6. Maintenance HB: HB said volunteers were needed to paint the hall and a request for helpers was needed. BE said he would seek help in the forthcoming village leaflet. He also suggested that for those unable to paint, the hall seek sponsors of £25 through Just Giving. BE to set up. SD said that Truro Glass Company is awarding grants in the region of £400 for community groups which could be worth bidding for. Mark Taylor to make an application. It was also suggested that painting parties with food might be successful. The fallen tree close to the football pitch and river needs to be taken further back from the football pitch. At the end of a discussion it was decided it was important to use the skills of someone who was able to provide insurance to cover the work and SF said he would approach Graham Sandercock who he thought undertook such work.</p> | BE MT SF |
| <p>7. Fundraising: AR commented on the fantastic craft fair which raised an amazing £1436.28 for the hall, she said it was certainly the best so far. She put the success down to the quality of the stalls and said that even though footfall was down people spent well. The stalls were charged £30 each. There was a discussion around the storage of books from the book stall where all profit goes to the hall - £138 in total from this craft fair. The football club complained about the changing rooms being used for storage and it was agreed that this was not very satisfactory. KC kindly offered her garage at home as a store which was welcomed by the Trustees.</p> | |
| <p>8. Future Development: Update on Friends of the Hall to be carried forward to next meeting. BE updated on car park charging and said that so far £80 had been collected and the shop had sold 20-30 tickets mostly to walkers. It was considered that the scheme is proving a success especially as fewer cars are parked overnight. It was reported that petty vandalism was still taking place in the vicinity of the hall, car park and shop. RP was concerned that vandalism can escalate and wanted to know what the police are doing about the matter. It was decided to look at the possibility of getting advice and a quote regarding CCTV and a reference was made to an email which had been circulated by DJ who was also worried about the shop. BE to speak to Cornwall Council's Safer Cornwall team for advice and HB and SF said they would be happy to be involved. HB reported that providing a cycle facility near the felled tree is not suitable as there is not sufficient space for such use. HB also said she felt the current activity should be stopped and</p> | RK BE/ HB/SF |

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| <p>the mound built by youngsters should be removed for safety reasons. It was agreed that the Village Hall Trustees could not make provision for the youth of the parish and it was felt that the Parish Council be approached as they have a greater responsibility. It was mentioned that the Parish Council owns land on the Tannery site and KC said she would speak to the PC regarding the matter. AR also said she felt the village should be asked their views on the issue. KC said she wanted to clarify her role as Chair of the Trustees and make it clear what she is and is not able to do because of other commitments. She said that when she undertook the role she hoped she had made it clear that she would Chair meetings, check minutes, organise agendas and fill in where she could. She said she saw her role as that of a facilitator to help get things done. RP and AR confirmed that was understood by them when KC took on the Chair's role.</p> | KC |
| <p>9. Any other business: .BE said he was finding it difficult to find a replacement seat for the public toilet, unfortunately, it had been vandalized and in his view a new pan and seat was required which would be expensive. It was agreed that MT ask the PC to consider buying a replacement. MT commented on the exterior of the hall where boards at the side needed attention. HB said all of it needed work but that scaffold was necessary. SD offered her scaffold tower and SF said he would speak with Steve Butters regarding the work. MT informed the meeting that RoSPA has been scheduled to visit the playground for an inspection. MT also organized the 100 Club draw for March and June and the lucky winners were: March - £50 – Phil Mannell & £25 Richard Kitson June - £50 - Margie Lundie & £25 Ian Young.</p> | MT |

Date of the next meeting; Wednesday 18th July